Welcome to Voice Permits

In an ongoing commitment to improve customer service, the City of Torrance has installed an Interactive Voice Response (IVR) system for Scheduling, Canceling Inspections and obtaining results of Inspections, 24 hours a day, 7 days a week!

Voice PermitsTM Line

Schedule Inspections Cancel Inspections Obtain Inspection Results

You will be prompted through the entire process. Press [*] at any time for more information.

Before Calling, You Will Need:

1. A touch-tone telephone

Press [1]

- 2. A site-specific Permit (Case) Number
- 3. A three-digit Inspection Code. Choose the code for the type of inspection you need from the list inside this brochure

Choose from the following Options:

Schedule an Inspection

Press [2]	Cancel an Inspection
Press [3]	Obtain Inspection Results
Press [4]	Listen to Plan-Check Statu
Press [0]	Speak with an operator
Press [#]	Hang up

The **Voice Permits**TM System will prompt you through the necessary steps during your call. At the end of the call, you will be issued a confirmation number. We recommend that you keep a record of your confirmation numbers and associated requests in case you need them for future reference.

Schedule an Inspection

- 1. Enter the Permit Type: for Building, press [1], or for Combination, press [2]........
- 2. Enter the seven-digit numeric portion of the Permit number. Ex. BLD<u>06-00488</u>. The system will confirm this permit by speaking back the site addresses (do not enter '-').
- 3. Enter the three-digit Inspection Code from the list on the outside of this brochure.
- 4. Enter the code for the Day of Inspection. The cut-off time is **11:00 pm** of the previous day.

After you have scheduled an inspection, you can:

- Request another inspection, same permit.
- Request another inspection, different permit.
- Get a Confirmation Number and hang up. Use this Conformation Number when inquiring about this telephone request.
- Return to Main Menu.

Cancel (or Reschedule) an Inspection

- 1. Cancellations must be requested before 6:00 am.
- 2. Enter the Permit Type: for Building, press [1], or for Combination, Press [2]......
- 3. Enter the seven-digit numeric portion of the Permit number Ex. BLD<u>06-00488</u>. The system will confirm this permit by speaking back the site addresses (do not enter '-').
- 4. Enter the three digit Inspection code from the list inside of this brochure.

After you have cancelled an inspection, you can:

- Cancel another inspection, same permit
- Cancel another inspection, different permit
- Reschedule an Inspection
- Get a Confirmation Number and hang up. Use this Confirmation Number when inquiring about this telephone request.
- Return to Main Menu.

Obtain Inspection Results:

- 1. Enter the Permit Type: for Building, press [1], or for Combination, press [2].......
- 2. Enter the seven-digit numeric portion of the Permit number. Ex. BLD<u>06-00488.</u> The system will confirm this permit by speaking back the site addresses (do not enter '-').
- 3. Enter the three-digit Inspection Code from the list inside this brochure.

After you have scheduled an inspection, you can:

- Listen to more results, same permit
- Listen to more results, different permit
- Listen to any messages from your inspector
- Get a Confirmation Number and hang up.
 Use this Confirmation Number when inquiring about this telephone request.
- Return to Main Menu

Transfer to Staff and Obtain Additional Information

You can press [0] at any time to transfer to the Building & Safety Counter. You can also press [*] to hear an explanation of your current options.

Inspection Codes BUILDING PERMIT COMPINATION DEPO

BUILDING PERMIT		COMBINATION PERMIT		
100	Building Foundations,	110	Building Foundation,	
	Trenches and Forms		Trenches, Forms	
110	Block Wall/Masonry	115	Concrete Block Steel	
115	Concrete Block Steel	130	Slab Steel/Mesh	
120	Panel Steel	135	Insulation Floor Joists	
125	Column or Beam	140	Roof: Nailing/Sheathing	
	Reinforcing			
130	Slab Steel or Mesh	150	Framing	
135	Insulation: Floor Joists	170	Insulation:	
			Wall/Ceiling/Roof	
140	Roof: Nailing/Sheathing /Tear Off	180	Interior Lath or Drywall	
150	Framing	185	Exterior Lath/Siding	
160	Ready to wrap Exterior	190	Final Combination	
170	Insulation: Wall, Ceiling.	205	Electrical Ground (UFER)	
	or Roof			
175	Susp'd Ceiling: T-bar	210	Electrical GROUNDWORK	
180	Interior Lath/Drywall	220	Rough Electrical	
185	Ext Lath/Siding	230	Electrical Service	
190	Final Building	290	Final Electrical	
195	Handicap Access, Parking	320	Rough Heating/Air Cond	
		410	Ground Plumbing	
ELECTRICAL PERMIT		420	Rough Plumbing	
080	Temp Power Pole	425	Shower Pan	
205	Electrical Ground	435	Backwater Valve	
210	Electrical	440	Rough Gas Piping	
	GROUNDWORK			
220	Rough Electrical	450	Sewer Conn/Alt/Cap	
225	Rough Electrical, Walls	455	Sewer Ejection System	
226	Rough Electrical, Ceiling	460	Gas Test	
227	Electrical Fixtures	470	Pre-Gunite (Pool/Spa)	
290	Final Electrical	475	Fences/Gates (Pool/Spa)	
MECHANICAL PERMIT			PLUMBING PERMIT	
310	HVAC Groundwork	410	Ground Plumbing	
315	Refrig. Groundwork	420	Rough Plumbing	
320	Rough HVAC	425	Shower Pan	
325	Rough Refrig.	430	Roof Drains	
340	Rough Gas Piping	435	Backwater Valve	
345	Rough Ventilation	440	Gas Piping, rough	
350	Exhaust Hood	450	Sewer Conn/Alt/Cap	
360	Gas Test	455	Sewer Ejector Sys, rough	
365	Equipment Screening	460	Gas Test	
390	Final Mechanical	490	Final Plumbing	
	SIGN PERMIT		GRADING PERMIT	

Pre-Job Meeting

Paving/Concrete

Storm Drain/Swale

Handicap Parking Final Grading

Subgrade

Sump Pump

512

Footing

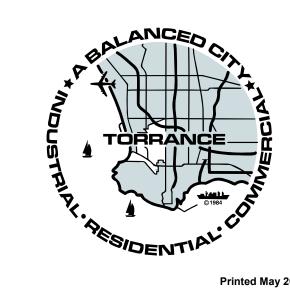
Banner to be removed

Rough Electrical Only

Structural Only

Final Sign

Structural/Rough Electrical





COMMUNITY DEVELOPMENT DEPARTMENT **BUILDING & SAFETY** 3031 Torrance Blvd. Torrance, CA 90505 (310) 618-5910 TEL (310) 618-5922 FAX

Users' Guide to Inspection Requests List of **Inspection Codes**

You may call the automated Voice Permits ™ IVR System for all of you Building inspections 24 hours a day!

(310) 618-5901

